
Committee of the Whole Meeting

Wednesday, October 1, 2025
Berwick Town Hall Council Chambers
6:30 pm

AGENDA

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Approval of the Minutes**
 - a. COTW Minutes, August 26, 2025
- 4. Review of Action Items**
- 5. Councillor Announcements**
- 6. New Business**
 - a. Committees of Council Members Check In Summary
- 7. Department Reports**
 - a. Fire Department
 - b. Community Development
 - c. Public Works
 - d. Finance
 - e. CAO
- 8. Committee Reports**
 - a. AREA
 - b. Diversity Kings County
 - c. Kings Point to Point
 - d. Police Services Advisory
 - e. Valley Regional Services (Kings Transit/Valley Waste)
- 9. Mayor's Report**
- 10. In-Camera**
 - a. Land acquisition
- 11. Adjournment**

COMMITTEE OF COUNCIL MEMBER CHECK IN SUMMARY

1. Do you feel the committee meetings are organized and productive?

Most respondents feel the committee meetings are organized and productive, though one suggested they could be more streamlined and adhere to set time limits.

2. Should there be more or fewer meetings per year?

Opinions on meeting frequency were mixed. Several respondents felt the current schedule is appropriate and provides enough flexibility, while others suggested holding more meetings, particularly during the fall, winter, and spring, or at least three times per year for continuity. A few emphasized that frequency should be guided by priorities and workload, with monthly or bi-monthly meetings seen as reasonable if meaningful progress is achieved.

3. Are the meeting dates and times convenient?

Most respondents indicated that meeting dates and times are convenient. Several emphasized that advance notice makes scheduling easier. A few noted that flexibility may be needed if community members cannot attend or when schedules change, suggesting periodic reviews of meeting times to ensure continued accessibility.

A yearly calendar is prepared in advance and shared with Committee members. Staff will send all invites for the year in January.

4. Are the minutes reflective of the meeting, and are agendas and minutes sent out in a timely fashion?

The majority of respondents indicated that agendas and minutes are well organized and distributed in a timely manner. Several noted that they are received quickly and capture the key points of discussion. However, some respondents expressed concern that the minutes are too limited in detail and do not fully reflect the substance of meetings. A suggestion was also made to establish a consistent timeline for distributing minutes to support committee members in scheduling their review. Overall, while timeliness is generally satisfactory, there is room to improve the level of detail provided.

Staff are still striving to meet the timelines for distributing draft minutes within eight days of the meeting. We are making progress, but there are still areas for improvement. Staff will discuss minute substance to lead a discussion with committees and ensure consistency across committees.

5. Are we achieving the committee mandate, and do you feel your contributions are making a difference?

Most respondents feel the committees are making progress toward their mandate and that their contributions are meaningful. While a few expressed uncertainty about the impact of their input and noted concerns about committee authority. The overall sentiment is positive, with members recognizing steady advancement toward the committee's goals.

Following the strategic planning process, all committee should review their Terms of Reference and mandate to ensure alignment with Council's priorities and legislative requirements.

6. What do you think is working well within the committee?

Respondents highlighted strong communication, organization, and respectful collaboration as key strengths of the committees. Members noted active engagement, open discussion, and teamwork, with a shared focus on improving the town. Positive relationships between community members, staff, councillors, and the Mayor were emphasized, along with clear action items, follow-through, and growing understanding of issues over time. Overall, the committee is seen as effective in fostering meaningful contributions and cooperative progress

7. Do you have any suggestions to improve engagement, efficiency, or communication?

Suggestions for improvement focused largely on enhancing communication and engagement. Respondents recommended clearer communication around meeting dates, timely access to pertinent information, and ensuring respectful dialogue. Other ideas included hosting community input sessions, offering an introductory seminar on planning to increase public understanding, scheduling more regular meetings, and providing a comprehensive calendar of events and responsibilities to support participation. A few respondents indicated they had no additional suggestions at this time.

As noted above, an annual calendar of meetings is developed and will be distributed to all committee members in January.

8. Would there be any training or additional information that you would be interested in obtaining to better serve the committee?

Several respondents expressed interest in training opportunities, including Diversity, Equity, and Inclusion sessions, Department of Justice presentations on committee roles, workshops for PAC representatives to share experiences, and basic orientation on meeting procedures or written reference materials.

Others noted they would attend training if offered, while some felt no additional training was needed. One respondent cautioned against overburdening volunteers, emphasizing the importance of keeping training practical and accessible to encourage broad participation.

9. Please provide any additional feedback you would like to share regarding your time with the committee.

Respondents shared positive feedback about their experience on the committee, highlighting that meetings are well organized, information is provided in advance, and discussions are meaningful and impactful. Members noted feeling welcomed, valued the productivity of the committee, and expressed overall satisfaction with the work being done.

Berwick & District Vol. Fire Dept. Report

Sept. 16, 2025

As most of you are aware, our fire department has had a busy summer. I wanted to share with you what our fire department contributed to in the efforts to extinguish the Lake Paul and West Dalhousie wildland fires.

Vehicles: The following vehicles were at both fires, Tanker 21, Tanker 22, Berwick 51, and Berwick 52.

Total time for all vehicles used was **213.5** hours.

Firefighters: Total firefighter hours for both fires totaled **644** hours.

I am immensely proud of this group of firefighters who committed this amount of time during some harsh conditions to help contain these fires. Our fleet worked well, and we had lots of positive comments about our new Brush Truck which was put to the test at the West Dalhousie fire.

Thank you to our partners, The Town of Berwick, and The District of Berwick Fire Commission for your continued support. We genuinely appreciate all that you do for our department.

Kind Regards,

Luke Redden

Committee of the Whole Monthly Report



Department: Community Development
Date: Sept 2025

Key highlights

- The Terry Fox Run/Walk took place on September 14th, attendance numbers for the walk/run were low however they did reach their funding goal and would like to host another in Berwick next year.
- The Community Connections Expo, originally scheduled for September, will be held on Thursday, November 20th at Berwick & District School from 6-8 PM. This event will include the expo of community organizations, and a formal recognition of community volunteers at 7 PM.
- This year's Halloween Event is a family Haunted Trail Walk, along the new trail in Centennial Park. Staff are working with a large group of volunteers to pull off this new event.
- Planning is underway for the Town's annual Holiday Weekend which will be held November 20-23.
- The Community Voices Circle is actively recruiting members, through both a targeted approach and an open call, for a November start.
- For the month of October, the Mi'kmaw Grand Council flag will fly in front of Town Hall.
- Staff met with the new principal at Berwick and District School on September 18th for introductions, and future planning to strengthen the school/community relationship.
- Staff have begun to attend the Home and School meetings at Berwick & District School and will continue to attend these meetings throughout the year. There is a new "Town events" bulletin board at the school, and staff will be featured on the community bulletin board.
- Staff are working with the Valley Wildcats to secure programming in the after-school time period on Tuesdays beginning in mid-October.
- The splash pad has been closed for the season; washrooms and tennis courts will remain open into the fall during staff hours, weather permitting.
- A new NS walking group will be starting at 6 pm on Monday nights and utilizing the new accessible path for shorter 20-30-minute walks through the park.
- Active for Life has restarted in Berwick, all 25 spots were filled this session.
- The Ovarian Cancer Walk of Hope was successful with a great turnout, the planning group for the Berwick area has booked to run the event again next year on September 6th.
- Pickleball has now moved back indoors to the Town Hall Gym full time.
- Our new drop-in gym program will begin Sunday, October 5th from 10-11:30. The

first 4 weeks will run on Sundays and then switch to 6-7:30 on Thursday evenings. The initial intention was to have it on Thursdays but due to staff availability in October, it will run on Sunday to begin.

- A new sign for Chute Park has been ordered.
- With the support of Public Works, plaques to honor Kay’s Garden and the anonymous donation to Rainforth Park have been installed.
- The JOHS committee has been busy reviewing important procedures at the Fitness Centre and will attend an in-person session to support the development of the newly mandated workplace harassment prevention policy.
- A draft of the SOP for vandalism is complete and will be reviewed by the management team.
- Small business week is October 20th – 24th. Staff are working on hosting a youth market as well as a business breakfast networking event.

Next Month Priorities:

- Launch the Community Voices Circle
- Launch of school year programming and Halloween event
- Small business week events

Upcoming Dates of Significance:

Date	Day/Month of Significance
All Month	Mi’kmaw History Month
October 1	Treaty Day

Committee of the Whole Monthly Report



Department: Public Works
Date: September 2025

Operations:

Beautification / Community:

- Gala Days clean up and tear down completed.
- Flowers removed from Commercial Street for end of season.
- Mowing along streets, boulevards continues.

Parks / Trails:

- Trimmed ornamental apple trees behind Townhall.
- Cleared fence line at the Townhall Greenspace (ongoing).
- Mowing continues.

Streets, Sidewalks:

- Illsley Street / Drive signs replaced to be uniform (Illsley St).
- Sidewalk replaced along sections of Union Street, Main Street.
- Paving completed on Main Street (Bezanson to Eden Valley Parking); temporary markings installed for center line; crosswalks re-painted.
- Sidewalk "humps" on Commercial Street are in the process of being repaired, with the intent of being repaired before mid-October.
- Yellow "accessibility" markings along Commercial Street re-painted.
- Curb sections replaced on Gravenstein Drive.
- Traffic line painting continues.
- Patch paving continues.

Stormwater:

- Open ditch North of Foster St / Main St grubbed and cleaned up from the end of the culvert to the Cornwallis River.
- Open ditch South of Firehall on Commercial grubbed and cleaned up from Commercial St to the watercourse.
- Guardrail replaced on Commercial St as physical barrier isolating active transport from open ditch.
- Guardrail installed on Horsburgh Dr as physical barrier isolating active transport from open ditch.

WW Treatment:

- Job posting currently active for a Class II Wastewater Treatment Operator, although our preference is to train and develop internally.
- Development of a SCADA (Supervisory Control and Data Acquisition) system

underway for Town of Berwick WW infrastructure. Will provide better assurance of compliance with NSECC Permit to Operate, and over time will present cost savings by reducing the need for manual "checks".

- Moved from driving weekly samples to laboratory (Bedford), to using a parcel pick up for cost savings.
- Blower 1 repairs cancelled due to cost; replacement motors are available with short notice in the event one is needed.
- Toured the site with the new BEC Electrical Inspector for general site awareness.
- Process improvement to wastewater pre-treatment at Eden Valley still underway.

WW Collection:

- Pump stations to be cleaned this fall.
- Toured several pump stations with the new BEC Electrical Inspector for general site awareness.

Solar Garden:

- Grounds work resumed following the dry August.
- Toured the site with the new BEC Electrical Inspector for general site awareness.

Other:

- Stats Canada Capital Expenditures Survey completed for 2025/26.

Capital:

Asset Management

- Brightly Software configuration began 23 April (ongoing).
- Software is still being populated, and this process is going well.

Storm Water Management

- Delays to the project completion due to the calibration of flood models using actual July 11, 2024 flood data.
- Anticipated 90% complete presentation to council in October, with a public engagement session in November.

WWTP Upgrades – Aeration & Blowers

- New aeration equipment has been installed in Lagoon 2.
- New Blower pad completed; blowers on order; estimated arrival mid-November (delayed).

WWTP Upgrades – Tertiary Filtration

- Veolia design work is complete; new building design work underway.
- Tender for Construction to be released before year end.

Next Priorities:

- Traffic Line Painting ongoing.
- Paving Work ongoing.
- Install new signage and traffic markings in KMCC parking lot.
- Compile data for Asset Management Software.
- Legion Banners up prior to Oct 14th.
- Legion Banners down week after Remembrance Day.
- Christmas Decorations up following Remembrance Day.
- Vactor work in WW Collection system.
- RFP for WWT Laboratory Testing.
- WWTP upgrades progression.

Department: Finance
Date: September 2025

Key Highlights

Berwick Electric Commission (BEC)

- **BEC Meeting:** Attending the regular meeting with the electric commission on September 16, 2025.
- **Factorydale Turbine:** Our Owner’s Engineer is currently evaluating the submissions for the hydro refurbishment project and the dismantling of the turbine.
- **2025/26 Operating and Capital Budget:** The Commission has approved the 25/26 Operating and Capital budget. These have been prepared in the absence of validated financial information relating to the solar garden.
- **Solar Garden:** Berwick’s Solar Garden was in operation in December 2024. At the end of fiscal 23/24 the solar garden was recorded on the Town’s books at approximately \$12.5M. This was close to \$2M over the original budget of \$10.6M. An information report regarding the overage was provided to Council on April 15th, 2024, based on the costing information that AREA had provided at that time. In the absence of formalized agreements and approved project budget with AREA, Berwick provided the assumed causes of the overages based on the information available at the time.

AREA has since billed us additional expenses, which are currently under review and have been included in the capital application made to the Nova Scotia Energy Board. The total project amount which AREA inputted into the capital application they prepared is in the range of \$14M to \$15M. These additional expenses are now being reviewed for validity, however there is a significant risk of \$1.5M to \$2.5M of additional costs that the utility and ultimately, the Town, will be responsible for funding.

Town of Berwick

- **2024/25 Audit Preparation:** Our team continues to work through audit preparation. We have received many invoices from AREA relating to 2024/25 expenses, which we are in the process of validating. At present, there are several invoices in dispute with AREA. The reconciliation of the Solar Garden project continues, which is critical to ensure proper bookkeeping and accountability. We have also reached out to Town of Mahone Bay for invoicing from 24/25 not yet received for electrical inspection services.
- **Required Financial Reporting:** The Capital Investment Plan (CIP), Statement of Estimates- Assessment Schedule (SOE-A) and the Statement of Estimates-Budget (SOE-B) have been prepared and submitted to the province. These are annual, mandatory reporting requirements of the province.

- **HR Needs Assessment:** Met with the consultants conducting the HR Needs Assessment for Berwick and provided feedback on our current human resources functions and opportunities for improvement.
- **Property Tax Bills:** Our final property tax bills for fiscal 2025/26 have been processed and sent to property owners. The due date is October 31st, 2025.
- **Association of Municipal Administrator of Nova Scotia (AMANS) Conference:** I attended the Fall conference, where excellent sessions were held relating to Internal Controls, Risk Management, Property Services Valuation Corp., cyber security, team coaching and much more. This was an incredible opportunity to engage with financial colleagues and service providers from around the province, and gain knowledge relating to services, processes and best practices, which may be implemented within Berwick to improve our organization.

Next Month Priorities:

- **Solar Garden Reconciliation**
- **Audit Preparation**
- **Meeting with Owner's Engineer regarding the Factorydale Hydro System**
- **Insurance tender preparation**
- **CUPE Conciliation**

Department: **CAO and Administration**
Date: **September 2025**

Key Highlights

Berwick Electric

- **BEC Meeting** – attended the BEC commission meeting on September 16. The 2025/26 Operating and Capital budgets were approved.
- **NSPI GRA and Settlement Agreement:** Solicitor James MacDuff represented the MEU’s interest in several stakeholder meeting with NSPI to discuss a settlement agreement of terms prior to their recent submission to the NSEB for a General Rate Application (GRA). Important items of note for the MEUs:
 - the latest numbers show proposed overall increases of 1.6% and 3.9% prior to Riders. Note that the overall increases are a function of the demand charge decreasing as compared to the existing rate, while the energy charge increases.
 - The proposed OATT charges have also been reduced as compared to what otherwise would have been the case as a result of the changes to the Cost of Service methodology and the reductions to the transmission revenue requirement, and specific language is included to confirm reductions to some of the OATT rates that had been recommended by the MEU consultant Bill Marshall in the prior GRA.
 - Agreement by NSPI and MEUs to work collaboratively to determine and attempt to agree by no later than December 1, 2025, on:
 - (1) the timeline by which the MEUs will pay NS Power the full amounts of outstanding fuel costs and Maritime Link Assessment costs, and
 - (2) the implementation of the BUTU Tariff service arrangements in conjunction with service under the Municipal Tariff in 2025, 2026, and 2027.
- **Solar Garden Capital Application:** the paper hearing for the solar garden capital application closed on August 14 with reply submissions submitted by BEC. There is a 60-day period for a decision. Once the decision is received, the amount approved to be covered in rates will be used in the next general rate application.
- **Solar Garden Reconciliation:** staff continue to work on the reconciliation. We have made some progress but we will have a ways to go.
- **Maritime Link & Fuel Adjustment Mechanism:** AREA and the MEU’s have opted to participate in the Port Hawkesbury Paper (PHP) appeal of a recent ruling by the NS Energy Board related to paying for a portion of the Maritime Link and Fuel Adjustment Mechanism costs. The MEU’s have a similar argument and circumstance as PHP, so will be watching closely.

- **Voltage Conversion Project:** Half of the transformers have been replaced. There will be no further scheduled power outages until the remaining transformers are replaced.
- **Inspection Services:** BEC has hired a part-time Electrical Inspector, Joe Robinson, who began on Monday, September 15, 2025. The new electrical inspector will be available to the Town to perform electrical work as part of the new position.

Town

- **Eden Valley** – The Mayor and CAO met with the new President of Eden Valley and senior staff to discuss common issues and make introductions.
- **Technical Safety Act** – participated in a consultation for upcoming changes to the *Technical Safety Act* to modernize the electrical safety regulations.
- **Valley Services Regional (VRS) CAO Working Group** – the first meeting occurred on September 12 and approved a Terms of Reference. The working group provides support and advice to the VRS Board and staff of Valley Waste and Kings Transit. It serves as a forum for open discussion, problem-solving, and collaborative support.
- **Bylaw and SOT Presentation** – staff attended a webinar from the Department of Municipal Affairs on September 15 to discuss the proper procedures for Bylaw amendments and repeals as well as submitting bylaws for Summary Offence Ticket registration.
- **Valley Regional Services** – attended the Valley Regional Services Board meeting on September 15 a committee report is included in the package.
- **Marketing Levy** – attended the joint session with other valley municipalities to hear from the Valley REN regarding the marketing levy framework.
- **HR Needs Assessment** – staff participated in one on one and group interviews with the HR consultants as part of the HR Needs Assessment.
- **Association of Municipal Administrators of Nova Scotia (AMANS) Board Meeting** – the CAO attended the September Board prior to the AMANS Fall Conference and the Executive Assistant attended the pre-conference workshop on Records Management.
- **Association of Municipal Administrators of Nova Scotia (AMANS) Fall Conference** – staff attended the AMANS Fall Conference September 23-26 in Sydney Cape Breton. Conference topics included adapting to economic uncertainty, team coaching, building trust with better communications, short-term rentals: regulation and enforcement, nature-based solutions for municipal resilience, and engaging diverse communities in governance.
- **AREA Board Meeting** - Attended a virtual AREA Board meeting on September 24.

- **Strategic Planning** – JD Strategy has been hired to facilitate Berwick’s strategic planning process.
- **Council Coffee Chat** – The second Council Coffee Chat is scheduled for October 7 at the Fire Hall. It will be an opportunity for residents to chat and share their vision for Berwick with members of Council and Staff.
- **Committee Vacancies** – the Town is currently recruiting for committee vacancies on the Audit Committee, Police Advisory Board and Berwick Electric Commission. The call for volunteers closes on September 30.
- **Municipal Planning Strategy** – staff have received communication that the new MPS has been recommended from provincial staff to the minister for approval with three minor amendments. We received praise for our agricultural policies within Town boundaries.

AMENDMENT #1

Regarding the requirement to use data from the Nova Scotia Municipal Flood Line Mapping Program for flood mapping, in the Town of Berwick Municipal Planning Strategy,

in Section 3.1.3 FLOODPLAINS after Policy 3-3 insert:

Policy 3-3A: It shall be the policy of Council to incorporate data from the Nova Scotia Municipal Flood Line Mapping Program within 12 months of approval of this Municipal Planning Strategy by the Minister responsible for the Municipal Government Act, to achieve reasonably consistency with the Statement of Provincial Interest Regarding Flood Risk Areas.

AMENDMENT #2

Regarding clarification and conformance with subsection 204A(1) of the Municipal Government Act, and the Engagement Programs Content Regulations to adopt an engagement program, in the Town of Berwick Municipal Planning Strategy,

in Section 5.7 PUBLIC PARTICIPATION AND ENGAGEMENT WITH NEIGHBOURING MUNICIPALITIES, after Policy 5.29 insert:

Policy 5.29A: It shall be the policy of Council to adopt an engagement program within 12 months of approval of this Municipal Planning Strategy by the Minister responsible for the Municipal Government Act, to be conformance with Engagement Programs Content Regulations made under Section 204A of the Municipal Government Act.

AMENDMENT #3

Regarding the inclusion of small options homes in the Town of Berwick Land Use By-law,

in Part 13 Definitions, in the definition of “Dwelling Unit,” after “...from a common hallway or staircase inside the building.”, insert:

A Dwelling Unit shall include a small options home.

Next Month Priorities:

- **Strategic Planning:** The first workshop will be held on October 8.
- **2 FOIPOP Requests:** The CAO is working on two FOIPOP requests.
- **Solar Garden Reconciliation:** We continue to meet on the solar garden reconciliation.
- **CUPE Conciliation**

Committee Report

Committee Name: AREA

Meeting Date: September 24/25

Submitted by: Mike Trinacty

Key Agenda Items:

- Strategic Plan Update
- Financial Statement
- Solar Garden Reconciliation
- Regulatory/Government Affairs
- General Operations Update
- Staffing Compliment

Key Discussion or Decisions:

The items in the strategic plan were prioritized and staff assigned to each. The CAO reviewed each item and reported on the status. Several items are underway, but a slow start as staff are working on the solar garden reconciliation. The financial statements were presented and the poor cash flow discussed. More timely billing was suggested to improve cash flow, other ways will be investigated. The CAO and the town's CAOs have been meeting to resolve the outstanding issues with the finances of the solar gardens' projects. All agree progress is being made but the work has not been completed yet. It needs to be completed so units will know their costs and be ready to go to audit. There is no official word on the request for new legislation to get to the floor in the fall sitting. There is some feeling it may get there in the spring. The issue with the cyberattack at NSPI is impacting AREA and AREA is still waiting settlement of the revised NSPI tariff structure that will improve AREA's financial position. The CAO has been meeting with companies that may be interested in selling wind energy. The Board has generally accepted the staffing requirements for AREA and will review job descriptions and compensation at the next meeting.

Committee Report

Committee Name: Diversity Kings Committee

Meeting Date: September 3, 2025

Submitted by: Councillor Johanna Kwakernaak

Key Agenda Items:

- Land Acknowledgement Policy
- Peace and Friendship Treaties and Treaty Day
- Mi'kmaw History Month Plans
- Update on September Observance Days and Newsletter

Key Discussion or Decisions:

- The presentation provided a clear explanation of why Land Acknowledgement is a critical element of the path to reconciliation, the process that can lead to an appropriate statement, and understanding when and how a Land Acknowledgement should be delivered. The County of Kings and the neighboring Indigenous communities, Annapolis Valley First Nation and the Glooscap First Nation, have developed a Land Acknowledgement. This process was careful and respectful, and the statement can help our community when we consider an appropriate Land Acknowledgement.
- Items 2 and 3 were combined into a presentation entitled "We Are All Treaty People." This presentation reviews the history and content of the Treaties from the earliest in 1613 through to 2023. This review helps to place the Peace and Friendship, which defines the relationships between the British Crown and the Mi'kmaq, which ended hostilities, encouraged peaceful coexistence, and contained no surrender or land transfer and guaranteed hunting, fishing and land use rights for the descendants of signatories.
- October is Mi'kmaw History Month. The Theme is Storytelling and Storytellers. The County_of Kings has a month-long calendar of events, including Radio Campaigns and an Art Exhibit in the lobby of the Municipal Building. The Opening Ceremony for events and the exhibit will take place on October 2.
- Special Observance Days

September:

Sept 8 - World Literacy Day

Sept 21 - International Day of Peace

Sept 21 - 27 Gender Equality Week

Sept 23 - Bi Visibility Day

Sept 22 - 24 - Rosh Hashanah

Sept 30 - National Day for Truth and Reconciliation

- The many events for Mi'kmaq History Month activities replace the October Committee Meeting. Next Meeting November 3, 2025

Johanna Kwakernaak

Submitted Sept. 11, 2025

COTW, Sept. 23, 2025.

Kings Point to Point Transit.

Drivers Meeting, Sept. 23, 2025.

There were seven drivers, two office staff and myself in attendance.

Manager Kathleen Hull gave an update on driver paperwork.

Good news, driver numbers are up and there are presently thirteen applications at various stages. More drivers relates to easier scheduling and an increase in the number of trips made.

Cleaning, our license requires that vehicles are clean and sanitary, step up for winter grit and germs.

Clients are requested to have exact fares so that drivers don't have to make change.

Those without exact fare will be invoiced. Drivers will not accept tips but gratuities paid will go to a fund to aid clients in need. Presently, drivers keep in contact with dispatch with their own cellphones. An upcoming switch to tablets will be tested by a pilot project.

"Chucky Doll"

A regular school client brought their Chucky Doll for show and tell on numerous occasions. It is a talking doll, saying things like "Chucky is going to kill you." This made others in the vehicle uncomfortable and the driver had to talk to the mother, letting her know that Chucky could no longer be brought onto the vehicle. She was not happy with this but the driver stood his ground and Chucky no longer rides with KPPT. I would like to point out that our drivers deal with this type of situation on a regular basis and they deserve all the praise we can give them.

Respectively submitted by

Councillor Goddard

Board Chair, KPPT.

Committee Report Template

Committee Name: Police services advisory board

Date of Meeting: Tuesday, September 16, 2025

Name: Councillor Serino

Key Agenda Items

The key agenda items covered in the meeting.

	Description
#1	Bruce Morse PAB, DOJ Appointment
#2	Community/Business engagement
#3	RCMP year end review
#4	Jul-Aug Police report
#5	JEIN reports (Completed tickets for Berwick)
#6	

Key Discussion or Decisions:

Give a brief overview of the key discussions or decisions from the meeting.

Brought forward Improving public safety document (written by the mayor), on possible ways to improve engagement with community and police.

Discussed local problems eg intersection of union and commercial people running lights.

Committee Report



Committee Name: Valley Regional Services

Meeting Date: September 17, 2025

Submitted by: CAO Boyd

Key Agenda Items:

- GM Reports and Financial Updates for Kings Transit and Valley Waste
- Renaming of Kings Transit Authority
- Approval of Policy Development Policy (KTA-00)
- Approval of Free Transit Ride Policy (KTA-001)
- Summar of Fire Incident at Valley Waste

Key Discussion or Decisions:

- See attached Meeting Minute.



VALLEY REGIONAL SERVICES BOARD OF DIRECTORS



“Meeting Minute” based on the September 17, 2025, Valley Regional Services Board Meeting at 10:00am in the Valley Waste-Resource Management Board room with virtual attendance option

KINGS TRANSIT AUTHORITY



Under the leadership of General Manager Hodges, the following items of interest are underway:

General Manager Updates:

- Five Low-floor 2008 Nova buses have arrived from Grand River Transit.
- The older fleet is requiring daily maintenance attention.
- August ridership has decreased compared to August 2024 and represents about 10% decrease. Contributing factors were changes to passenger counting year over year, unreliable service, confusing schedules, no air conditioning, and early route end times.
- The operations team has been recruiting and training new drivers throughout July and August. Two spare and two full-time drivers have joined KTA and continue to actively recruit.
- Kings Transit has contracted Colliers to assist in the development of a scope change application for ICIP Phase 2. A recommendation and motion will be provided to the Board at the October meeting.
- Transit Service into the Town of Digby concluded Saturday, August 30th.
- The KTA Youth Pass relaunch was a success with over 200 passes sold.
- KTA entered parade floats in the Annapolis Valley Exhibition and Berwick Gala Days parades.
- Link Transit released its strategic plan; staff are reviewing the document to find strategic alignment for KTA operations.

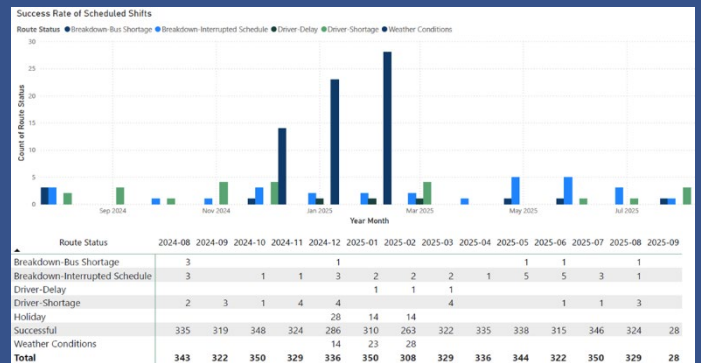
Board Decisions:

- The Board approved two policies brought forward at the July 16th meeting for review. *Policy Development Policy, KTA-00, and Free Transit Ride Policy, KTA-01, were both approved by the Board.*
- The Board of Directors approved the renaming of the Kings Transit Authority (KTA) to Tidal Transit Authority.



Fuel Cost and Ridership

Notes:
 KTA stopped providing service to West Hantz in 2015
 COVID had a significant impact on ridership for a couple of years including and after 2021
 As of May 21, 2024, transfers are no longer counted as riders



VALLEY WASTE - RESOURCE MANAGEMENT



Under the leadership of General Manager Andrew Garrett, the following items of interest are underway:

General Manager Updates:

EPR for PPP

- The agreement with Circular Materials (CM) for curbside recycling has nearly been finalized. Only minor adjustments remain.
- The Circular Materials contract involving post-collection services and the use of both Management Centres is still under legal review and negotiations are ongoing.
- The province-wide contractor for residential recycling processing has yet to be announced. Staff continue to meet with Scotia Recycling to explore short and long-term options for the Eastern Management Centre.
- Valley Waste staff are running collection routes to accurately identify non-residential properties using curbside recycling. This data is essential for calculating processing costs under the Circular Materials contract.
- No municipality has finalized agreements with Circular Materials for collection or post-collection services. Three municipalities have opted out of the curbside collection contract with CM.
- Miller Waste has been awarded CM's contract to collect recycling from registered multi-unit residential properties, schools, and campgrounds across Nova Scotia.

Operations

- Valley Waste and EFR Disposal are working with Annapolis County and the Regional Emergency Measures Organization to provide post-disaster waste collection in reopened areas from the Long Lake Wildfires.
- Wind Turbine Repairs: HAF Renewables (PEI) assessed the turbine on September 9th and believe it is repairable. It may be operational later this month.
- Fire Incidents: Since August, there have been multiple fires:
 1. Garbage trailer - likely cause was a damaged lithium battery in garbage.
 2. Compaction equipment - suspected cause raccoon damage to electrical wiring.
 3. Scrap metal pile – under investigation, cause remains unknown.

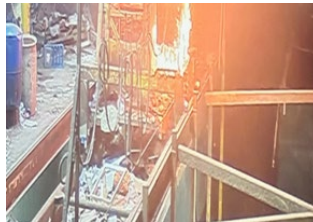


Photo credits: Valley Eye Photography

2025-2026 CAPITAL PROJECTS

- Wheeled Loader (Electric) RFP was awarded to Atlantic Equipment to supply a fully electric 906 loader for the Eastern Management Centre's C&D yard. Expected to reduce fuel and maintenance costs.
- C&D Yard Expansion construction begins September 14th by Kenneth Lutz Excavating.
- Hazardous Waste Shelter at the Western Management Centre is being built by DivCon Construction.
- Generator Hookups at both Centres are being installed by MacKay Electrical.
- Trailer-Mounted Generator: United Rentals will supply a used unit.
- Groundwater Monitoring: Wells have been installed, and testing begins this fall.
- RFP out for Expansion of the Eastern Management Centre transfer station
- RFP out for Compaction equipment for the Western Management Centre
- RFP out for Loading Bay (tunnel) doors at the Western Management Centre